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## **WHEELOCK AND COMPANY LIMITED**

*(Incorporated in Hong Kong with limited liability)*

Stock Code: 20

### **ELECTION OF MEANS OF RECEIPT AND LANGUAGE OF CORPORATE COMMUNICATION**

The Company hereby announces that, pursuant to the Listing Rules and the Company's articles of association, arrangements are being made to enquire Shareholders about their choices of the means of receipt and language of the Company's future Corporate Communications.

#### **INTRODUCTION**

Pursuant to the Listing Rules, the Company's articles of association and the Companies (Amendment) Ordinance 2010 which took effect on 10 December 2010, the Company is pleased to offer the following options for Shareholders to receive future Corporate Communications:-

- (i) to read all future Corporate Communications published on the Company's Website at [www.wheellockcompany.com](http://www.wheellockcompany.com) instead of receiving printed copies, and to receive by post notifications of the publication of Corporate Communications on the Company's Website (the "**Website Option**");
- (ii) to receive printed English version only of all future Corporate Communications;
- (iii) to receive printed Chinese version only of all future Corporate Communications; or
- (iv) to receive both the printed English and Chinese versions of all future Corporate Communications.

In support of environmental protection and to save printing and mailing costs, the Company recommends Shareholders to select the Website Option.

#### **PROPOSED ARRANGEMENTS**

In accordance with, *inter alia*, Rule 2.07A of the Listing Rules, the following arrangements are being made by the Company:-

- (1) The Company will send a letter on 4 March 2011 (the “**First Letter**”) together with a reply form (the “**Reply Form**”), both prepared in English and Chinese, with a postage-prepaid mailing label for posting the Reply Form within Hong Kong, to each Shareholder to enable Shareholders to choose any one of the options set out above.
- (2) If no reply to the First Letter is received from any of the Shareholders by 1 April 2011, those Shareholders are deemed to have consented to receiving Corporate Communications in future by electronic means through the Company’s Website instead of receiving printed copies.
- (3) For Shareholders who have chosen to receive printed copies of the Company’s Corporate Communications in both English and Chinese languages, the Company will send them printed copies of both such language version(s) of the relevant Corporate Communications.
- (4) For Shareholders who have chosen to receive printed copies of Corporate Communications in either English language or Chinese language (but not both), in respect of any and all future Corporate Communication(s) available in separate printed versions in the English and Chinese languages, the Company will send them their selected language version(s) of the relevant printed Corporate Communication(s). In respect of any and all future printed Corporate Communication(s) which is/are prepared/printed in bi-lingual version(s) without separate printed versions in the English and Chinese languages, the Company will send to those Shareholders such printed bi-lingual version(s). On each occasion printed copies of only the English or the Chinese language version(s) are sent to those Shareholders in accordance with their choices (in the event of any future Corporate Communication(s) being available in separate printed versions in the English and Chinese languages), the Company will also at the same time send them a letter and a request form (together, the “**Second Letter**”), printed in English and Chinese, with a postage-prepaid mailing label for posting the request form within Hong Kong, together with the printed Corporate Communication(s). The Second Letter will give explanation to those Shareholders that they may request the Company to send them printed copy(ies) of the version(s) of Corporate Communication(s) in the language that they respectively have not previously selected. The Company will upon receipt of the duly completed request form send them the relevant language version(s) of the printed Corporate Communication(s) in accordance with their request, free of charge.
- (5) For Shareholders who have and/or are deemed to have selected the Website Option, the Company will, on each occasion of publication of Corporate Communication(s) by the Company in future, send printed letter(s) of notification of the publication of the relevant Corporate Communication(s) on the Company’s Website by post to such Shareholders at their respective addresses as appearing in the Company’s register of members maintained by the Registrars. If for any reason, any of these Shareholders has difficulty in receiving or gaining access to the relevant Corporate Communication(s) published on the Company’s Website, the Company will upon request send them printed copies of the relevant Corporate Communication(s), free of charge.
- (6) Shareholders are entitled at any time by reasonable notice in writing to the Company c/o the Registrars (address: 26th Floor, Tesbury Centre, 28 Queen’s Road East, Wanchai, Hong Kong) or by email (email address: wheelockcompany-ecom@hk.tricorglobal.com) change their choice of language of and means of receiving Corporate Communication(s).

- (7) All future Corporate Communications in both English and Chinese, and in accessible format, will be available on the Company's Website at [www.wheelockcompany.com](http://www.wheelockcompany.com) for not less than five years from the date of first publication. Electronic copies of all such Corporation Communication(s) in both English and Chinese will be submitted to the Stock Exchange pursuant to the Listing Rules, and will also be available on the website of Hong Kong Exchanges and Clearing Limited at [www.hkexnews.hk](http://www.hkexnews.hk).
- (8) The Company will provide a dial-up hotline service (Tel: (852) 2980-1333) between 9:00 a.m. and 5:00 p.m., Monday to Friday (excluding Hong Kong public holidays) for Shareholders with any queries about these arrangements.
- (9) The First Letter and the Second Letter will mention that both languages of each Corporation Communication will be available on the Company's Website and the customer service hotline has been provided, as respectively mentioned in paragraphs (7) and (8) above.

## TERMS USED IN THIS ANNOUNCEMENT

Unless the context otherwise requires, capitalised terms used in this announcement shall have the following meanings: -

“Company”	Wheelock and Company Limited (stock code: 20), a company incorporated in Hong Kong with limited liability, the shares of which are listed on the Stock Exchange
“Company's Website”	<a href="http://www.wheelockcompany.com">www.wheelockcompany.com</a>
“Corporate Communication(s)”	document(s) issued or to be issued by the Company for the information or action of holders of any of the Company's securities as defined in Rule 1.01 of the Listing Rules
“Registrars”	the share registrars of the Company, namely, Tricor Tengis Limited, at 26th Floor, Tesbury Centre, 28 Queen's Road East, Wanchai, Hong Kong
“Shareholder(s)”	holder(s) of the ordinary share(s) of HK\$0.50 each in the share capital of the Company

For **WHEELOCK AND COMPANY LIMITED**  
**Wilson W. S. Chan**  
Company Secretary

Hong Kong, 3 March 2011

*As at the date of this announcement, the board of directors of the Company comprises Mr. Peter K. C. Woo, Mr. Stephen T. H. Ng, Mr. Paul Y. C. Tsui and Mr. Ricky K. Y. Wong together with five Independent Non-executive Directors, namely, Mr. Alexander S. K. Au, Mr. B. M. Chang, Mr. Herald L. F. Lau, Mr. Kenneth W. S. Ting and Mr. Glenn S. Yee.*